|  |
| --- |
| **Official Use Only**  Protocol number |

Blue text on a black background

Description automatically generated

**OFFICE OF RESEARCH, INNOVATION AND DEVELOPMENT**

**Ethics Committee for the Humanities (ECH)**

|  |
| --- |
| **STUDY CLOSURE FORM** |

**REQUIREMENTS**

1. Please complete all sections of this form.
2. A cover letter addressed to the ECH Chair should be attached to this form.
3. A detailed report of the study should be attached to this form.
4. Submit softcopies of the documents as a single PDF file to the ECH Office via the email address [ech@ug.edu.gh](mailto:ech@ug.edu.gh) in the following format:
5. Cover letter
6. Completed Study Closure Form
7. A detailed report of the study

|  |
| --- |
| **Section A- BACKGROUND INFORMATION** |

|  |  |  |  |
| --- | --- | --- | --- |
| Title of Study: |  | | |
| Principal Investigator: |  | Study start date: |  |
| Certified Protocol Number |  | Duration of project: |  |

|  |
| --- |
| **Section B– STUDY ASSESSMENT** |

|  |  |
| --- | --- |
| Status of study: i. Completed  ii. Study never initiated *(state reason)* |  |
| Total number of participants enrolled: |  |
| Number of participants discounted: *(State reason for discontinuation)* |  |
| Number of participants who completed the study |  |
| Total number of adverse events |  |
| Have there been any significant findings related to the study? | Yes  No  *If yes, please attach a summary of the finding(s)* |
| Are there any publications or presentations that have resulted from data collected from this study | Yes  No  *If yes, please attach a list of publications or presentation* |

|  |
| --- |
| **Section C– REASON FOR CLOSURE OF STUDY** |

|  |  |
| --- | --- |
| Study completed | Yes  No |
| Study never initiated | Yes  No  *If yes, please state the reason(s)* |
| Others (Please explain) |  |

|  |
| --- |
| **Section D– SIGNATURE** |

|  |  |
| --- | --- |
| **Name of Principal Investigator:** | |
| **Signature:** | **Date:** |

***Please do not fill this section (For official use only)***

|  |
| --- |
| **Reviewed By:** |
| **Date Reviewed:** |
| **Comments:** |
| **Action(s):** |